

## **THE MORAY COUNCIL**

### **MINUTE OF SPECIAL MEETING OF COMMUNITY PLANNING BOARD**

**THURSDAY 27 NOVEMBER 2008**

**CONFERENCE ROOM, MORAY COLLEGE, ELGIN**

#### **PRESENT**

Councillor G McIntyre  
Martin Johnson  
Mike Devenney  
Hugh Mackie  
Dave Thewliss  
Rita Milne

The Moray Council  
HIE Moray  
Moray College  
Grampian Police  
Grampian Fire & Rescue  
MVSO

#### **IN ATTENDANCE**

Alastair Keddie, Chief Executive, The Moray Council, Bridget Mustard, Corporate Policy Unit Manager, The Moray Council, Elaine Brown, NHS Grampian and Moira Patrick, Principal Committee Services Officer, The Moray Council, Clerk to the Meeting.

#### **ALSO IN ATTENDANCE**

Jill Stewart, Chief Housing Officer, The Moray Council and Ms Claire McDonald, Economist, HIE Strategy Team, Inverness.

#### **APOLOGIES**

Apologies for absence were intimated on behalf of Councillors J Hamilton, J Divers, G McDonald, E McGillivray, P Paul and A Wright, The Moray Council, Andrew Fowlie, NHS Grampian, Alan Smailes, Grampian Police, Andy Coueslant, Grampian Fire & Rescue and Eileen Bush, MVSO

### **1. COMMUNITY PLAN – DRAFT**

There was submitted a report by the Corporate Policy Unit Manager asking the Board to approve the revised Community Plan.

Following discussion the Board agreed to approve the revised Community Plan and noted that the Plan will be adjusted accordingly once the Single Outcome Agreement 2009/10 is finalised.

## **2. SOA – 2008 – 09 MONITORING REPORT**

There was submitted a report by the Corporate Policy Unit Manager providing the Board with details of the current performance against the Single Outcome Agreement 2008 – 09 to assist in the discussions to inform the development of the Single Outcome Agreement 2009 – 10.

Following consideration the Board agreed:-

- (i) to note the update of performance regarding the performance indicators across all themes as laid down in the Single Outcome Agreement 2008/09;
- (ii) to note the required actions across all themes as laid down in the Single Outcome Agreement 2008/09;
- (iii) that the current reporting timetable is amended to ensure that information is able to be scrutinised within a reasonable timescale to enable the Board to take corrective action as required, and
- (iv) that any amendments to or deletions of performance indicators or actions are referred to the Board for consideration with an explanation of why before any changes are implemented.

## **3. SINGLE OUTCOME AGREEMENT – SUMMARY OF PRIORITIES AND PERFORMANCE INDICATORS**

There was submitted a report by the Corporate Policy Unit Manager asking the Board to consider the summaries from other local authorities' Single Outcome Agreements (SOA) which may inform discussions for the development of Moray's Single Outcome Agreement 2009 – 2010.

During discussion Martin Johnston, HIE advised the meeting that in the Scottish Government's economic strategy Business Start Ups did not feature highly but indicated that these may be taken up via Business Gateway.

Mike Deveney, Moray College stated that whilst there was a schools emphasis within the SOAs, there was a lack of emphasis on lifelong learning.

Following further discussion the Board noted the summaries from other local authorities' SOAs.

## **4. SINGLE OUTCOME AGREEMENT – SUMMARY OF PRIORITIES AND PERFORMANCE INDICATORS**

There was submitted a report by the Chief Executive, The Moray Council, inviting the Board to consider key issues in the development of the Single Outcome Agreement (SOA) for 2009/10.

The Chief Executive reminded the meeting of the advice given by Liz Hunter, Scottish Executive that the SOA should contain a small number of highly focused outcomes and targets and that guidance had been received from the

Scottish Government which stated that the key issues which local authorities need to address are that the SOA should have a strategic focus; be about actual outcomes; be evidenced based; be capable of delivery and promote continuous improvement.

He further advised the meeting that NHS Grampian had raised a further 6 issues which required to be included within the SOA.

Following discussion the Group agreed:-

- (i) the priorities set out at paragraph 3.4 of the report and that the Chief Executive continue to develop the draft SOA for 2009/10 as outlined at paragraph 5.1 of the report;
- (ii) to note that NHS Grampian would wish to include the 'patient forum' in the consultation process and it was agreed that the Corporate Policy Unit Manager would forward the consultation documentation to Elaine Brown, NHS Grampian for circulation to the 'patient forum';
- (iii) that the Chief Executive would arrange a meeting with Partners to discuss the efficiency/continuous improvement agenda, and
- (iv) that the Chief Executive would arrange a meeting with Theme Group lead officers to identify end targets and progress targets/milestones for consideration by the Board at the next meeting.

## **5. DATE AND VENUE OF NEXT MEETING**

The Board noted that the next scheduled meeting was due to be held on Thursday 5 February 2009 at the Horizon Centre, Forres.